

Eastern Wyoming College Board of Trustees
July 14, 2015
Dolores Kaufman Boardroom

Work Session Minutes

The Eastern Wyoming College Board of Trustees met in a work session on July 14, 2015 at 4:00 p.m. in the Dolores Kaufman Boardroom.

Those members attending were Angie Chavez, John Patrick, George Nash, Mike Varney. Attending from the EWC Foundation were Patrick Korell, Todd Peterson, Cactus Covello, Scott Prusia, Ryan Schilreff, Barbara Bonds and Holly Lara. Also in attendance were Dr. Patterson, Ron Laher, Dr. Cogdill, Tami Afdahl, and Mike Durfee.

On behalf of the Foundation, Patrick Korell and Todd Peterson addressed the Board of Trustees stressing the support and enthusiasm the Foundation has for the agriculture program at EWC and the fundraising for the ATEC facility.

Mr. Korell presented a letter to the Trustees from the Foundation ATEC Executive Committee which stressed the support from the Foundation and their feelings that a director for the agriculture program be hired as soon as possible. Mr. Korell noted the Foundation has had discussions on how they can help with the salary dollars for this position. Dr. Patterson stated the best time to start the search for a qualified Director of Agriculture position is in the spring. In addition, he stated he felt it was important to make sure the funds from the Wyoming Business Council have been approved for the building prior to hiring new personnel.

Cactus Covello indicated there is pressure on the Wyoming Business Council from Albany County legislators to deny community college funding requests before the Wyoming Business Council because UW cannot take advantage of Wyoming Business Council funding. Those Foundation Directors attending the work session and the Board of Trustees agreed this may have a potentially devastating impact on ATEC funding. It was recommended to have a joint Board of Trustees and Foundation Board of Directors retreat after the Wyoming Business Council reaches a decision on EWC's grant and loan requests to discuss ATEC strategic planning and funding options.

A discussion was also held on how to get other community colleges involved in a coalition to contact legislators. Dr. Patterson suggested getting the WACCT involved.

The work session closed at 5:00 p.m.

Board Meeting Minutes

The Eastern Wyoming College Board of Trustees met in regular session on July 14, 2015 at 5:45 p.m. in the Dolores Kaufman Boardroom.

Those members attending were Angie Chavez, John Patrick, George Nash, Mike Varney, Marilyn Fisher, Lowell Kautz, and Julie Kilty.

At 5:45 p.m., a public hearing was held to hear comments on the Fiscal Year 2016 College Budget. There being no comments from the audience the public hearing was closed and the regular meeting was opened by Board President Chavez.

ACTION: The Board was requested to approve the agenda with the addition of two resignations. Mr. Nash moved to approve the agenda with the additions; Mr. Varney seconded and the motion was unanimously passed.

In addition to his written update, Dr. Patterson informed the Trustees that the Converse County Commissioners have been contacted and requested to appoint an advisory member to the Board. In addition, he noted that Memorial Hospital of Converse County is partnering with EWC to help get the nursing program up and running. The College has a director hired, is in the process of hiring another instructor and will be waiting for the Board of Nursing to take action. The hope is to have the program in place and begin offering classes for a cohort of 12 students in January. Dr. Patterson noted Tom McDowell has agreed to come out of retirement to serve as an interim Human Resources Director until a

new director can be hired. Other personnel changes include Casey Jones' resignation and Coach Tom Andersen agreeing to serve as an interim Athletic Director for this academic year. Dr. Patterson further noted that EWC completed their Veterans Affairs Compliance Survey and no discrepancies were found.

ACTION: The consent agenda was considered for approval. Mr. Varney moved and Mr. Nash seconded the motion to approve the consent agenda; which included the minutes from the June 9, 2015 meeting and executive session, the minutes from the June 30, 2015 meeting and executive session, the renewal of the Wyoming Department of Corrections and EWC Educational Services agreement, the concurrent/dual enrollment agreements, Addendum No. 2 to the lease agreement between EWC and UW for the communications tower and facility, and ratified the Pittman Electric contract for the softball field lights relocation project. Motion carried unanimously.

ACTION: Mr. Laher presented the financial report and Mr. Jarvis presented the projects update. Mr. Kautz moved to approve the financial report, as presented. The motion was seconded and unanimously passed.

ACTION: The Board was requested to consider the fiscal year 2015 transfers and requested budget authority increases. Mr. Laher stated a public hearing was held on June 30, 2015 for the purpose of soliciting public comment on proposed transfers of unexpended and unencumbered appropriations within the Current and Plant Funds for the fiscal year ending June 30, 2015. No comments were offered for consideration during the public hearing. Mr. Laher noted the operational fund budget was decreased by a total of \$20,553; mid-year budget reductions for the enrollment decline and other program changes were \$110,118 and budgets were adjusted upward for equipment grants from EWC Foundation (\$19,700), recapture/redistribution of state aid (\$53,911), and the balance for concurrent enrollment contractual services and other miscellaneous budget adjustments (\$15,954). The Housing Auxiliary Fund budget was increased by \$29,999 for a boiler replacement. Grants budgets were increased by \$358,300 to support awarded and expended funds. The Plant Fund debt service budget was increased by a nominal amount for an interest expense calculation difference. Mr. Varney moved to approve the fiscal year 2015 transfers of unexpended/unencumbered appropriations and the requested budget authority increases; as presented. Ms. Fisher seconded and the motion was unanimously passed.

ACTION: Mr. Laher informed the Trustees that EWC's optional mill levy supplements the Operating Fund budgets in the areas of student recruiting, workers' compensation, audit and legal expenses, and athletic scholarships. A public hearing on the continuation of this assessment was held on June 30 and no comments were offered. Mr. Laher requested the Trustees approve the mill levy as the funding is integral to EWC's ability to offer programs at the present level. Mr. Patrick made a motion to approve the assessment of the optional mill levy for FY-2016 and FY-2017, as presented. Seconded by Mr. Varney and unanimously carried.

ACTION: The fiscal year 2016 College Budget was presented for approval. Ms. Kilty moved to approve the fiscal year 2016 College Budget, as presented. Mr. Nash seconded. The motion was unanimously passed.

ACTION: At the June meeting, the Board of Trustees were presented with program reviews in the following program areas: Interdisciplinary Studies, Cosmetology, Agriculture cluster, Certified Nursing Assistant, Math cluster, English, Foreign Language, Education cluster, Art, Criminal Justice, and Veterinary Technology. The Trustees were requested to accept the program reviews. Mr. Patrick moved and Mr. Kautz seconded the motion to accept the instructional program reviews, as presented. Motion carried unanimously.

ACTION: The Board was informed the search committee, with Dr. Patterson's approval was recommending Sridhar Budhi for the Chemistry Instructor position vacancy created by Dr. Pehl's retirement. Dr. Budhi holds a B.Sc., 2002, from University of Madras, Chennai, India in Chemistry; a M.Sc., 2005, from the Indian Institute of Technology, Chennai, India in Chemistry; a M.S., from the University of South Dakota, Vermillion, SD; and a Ph.D., 2015, from the Colorado School of Mines, Golden, CO., National Renewable Energy Laboratory and Iowa State University. Since 2008, Mr. Budhi has taught undergraduate chemistry classes and labs for the University of South Dakota, Iowa State University, and Colorado School of Mines. He was selected for the "Best Teaching Assistant Award" in 2009 by the USD chemistry department. Mr. McDowell requested the Board approve the appointment of Sridhar Budhi. Mr. Kautz moved to approve

the appointment of Sridhar Budhi to the position of Chemistry Instructor; second by Mr. Patrick. Motion carried unanimously.

ACTION: In addition, the selection committee, with Dr. Patterson's approval recommended Henry Woehl for the newly created Welding Lab Coordinator position in Douglas. Mr. Woehl holds a B.S., 1975, from Chadron State College, Chadron, NE, in Industrial Arts, a M.S. 1976, from Purdue University, West Lafayette, IN, in Industrial Education with a secondary area in Industrial Engineering. He is also an AWS Certified Welding Inspector and Educator. Mr. Woehl retired in 2013 from the Converse County School District #1 after thirty-seven years of teaching in the vocational department at Douglas High School. Mr. McDowell requested the Board approve the ratification of this appointment. Mr. Varney moved and Mr. Kautz seconded the motion to ratify the appointment of Henry Woehl to the position of Douglas Welding Lab Coordinator. Motion carried unanimously.

ACTION: Dr. Patterson at a previous meeting had visited with the Board of Trustees about the Development Office and the Foundation's willingness to provide some type of financial support. It was the consensus of the Board that a request to the Foundation for \$20,000 per year to help support the development function would be preferable. In addition, it was agreed that the Development Director would continue to report directly to the President. Dr. Patterson noted key to this position are the coordination and development of institutional advancement activities in the areas of alumni development, foundation coordination, and community. Ms. Kilty moved to approve a request to the Foundation for \$20,000 annually to support the development function; Nash seconded. Motion was unanimously passed.

ACTION: The Board was informed Casey Jones, men's basketball coach has indicated to Dr. Patterson he does not plan to return for the 2015-2016 academic year and has submitted his letter of resignation effective immediately. Ms. Kilty moved to approve the resignation; second by Mr. Patrick. The motion was unanimously passed.

ACTION: In addition, Vickie Winney, Douglas Health Technology instructor submitted her letter of resignation. Mr. Varney moved and Mr. Kautz seconded the motion to approve the resignation of Vickie Winney, as presented. Motion carried unanimously

Updates were provided by the offices of Human Resources, Academic Services, and Student Services. Trustee Kautz stated he wanted to congratulate Coach Zach Smith on the great job with the golf team.

The Summer 2015 Enrollment preview was provided to Trustees. EWC experienced a 7.3% increase in total student headcount as compared to Summer 2014. The total student headcount of 412 students reflects an overall increase of 28 students. Full-time enrollment decreased by 8 students and part-time enrollment was up 36 students (9.6%). Full Time Equivalency (FTE) decreased by 3.95 (3.8%).

Updated Administrative Rules were presented to the Trustees; namely Administrative Rule 2.2.1 Sexual Misconduct, Administrative Rule 2.0.1 President's Cabinet, and Administrative Rule 2.0.2 President's Leadership Team.

The Trustees were reminded to let Holly know as soon as possible if they wish to attend the ACCT Annual Leadership Congress in October.

ACTION: A motion was made by Mr. Patrick and seconded by Mr. Varney to adjourn to executive session to discuss personnel and real estate. Motion carried unanimously.

The executive session was closed and the regular meeting adjourned at 7:45 p.m.

Submitted by:

Holly L. Branham

Angie Chavez, President

Marilyn Fisher, Secretary